



AFSCME LOCAL 101 CEO & MEF Chapters
1150 North First Street, Suite 101
San Jose, CA 95112

January 28, 2013

Alex Gurza, Director
CITY OF SAN JOSE
Office of Employee Relations
200 East Santa Clara Street
San Jose, CA 95113

Re: Information Request

Dear Alex:

As discussed at our January 25, 2013 Joint Bargaining session for AFSCME (CEO and MEF) it is important for us to have current information about the employees we represent. We know that this information will be beneficial for both bargaining teams (City and AFSCME) to achieve a successor Memorandum of Agreement (MOA).

Please provide the requested information as soon as possible from receipt of this letter. We have tried to be specific in our requests, however, if you need more details, or believe that you cannot fulfill any of our requests because the information is not readily available please let us know in writing. We can discuss the challenges the City may have for satisfying the request, and the reasoning behind our need for the information at future negotiation sessions to see if we can collectively find an alternative, including but not limited to an amended request.

Again our intent for this information request is to get updated information on the current makeup of our AFSCME members so that we can best represent them in our 2013 negotiations.

Preferable format for all information requested below would be in excel format with AFSCME MEF and CEO data provided separately and broken down by Fulltime, part time benefitted class (B, C, D) and part time un-benefitted employees.

1. A list and count of employees by department, worksite location, job title and benefit class (B, C, D) with number of hours worked in 2012.
2. A list of current salary information for each incumbent to include date of hire, date appointed to current position, fund in which personnel costs are accounted, e.g. general fund.

3. Average salary and median salary for active employees subdivided into fulltime, part-time benefitted (Code B, C, D) and part-time un-benefitted.
4. A list by department, job title and last pay period worked for part-time employees by benefit class with zero hours.
5. A list by department, job title, worksite location and hours worked by seasonal employees in 2008, 2009, 2010, 2011 and 2012.
6. A list by department and job title of employees at top step and duration they have been at top step, i.e. since 2008, 2009, etc....
7. A list by department, permanent job title, higher class position and worksite location of employees working in a higher classification. Include number of hours worked in higher class positions and duration of assignment, for 2008, 2009, 2010, 2011, and 2012. Also include if there have been any extensions for higher class pay beyond 6 months approved or not approved by the Union.
8. A list of employees with their total sick leave hour accruals for 2009, 2010, 2011, 2012 and present.
9. Number of part-time benefitted and un-benefitted employees by benefit code (B, C, D) in the Federated retirement plan.
10. List of paid interns, contract employees by department, worksite location and classification and duration of appointment for 2008, 2009, 2010, 2011, 2012 and present.

We recognize that some of these requests may not be as readily available, so please provide the information as you receive it. We do not need to have it all provided at once. We look forward to receiving the information as quickly as possible so we can proceed with negotiations in an informed and collaborative manner.

Sincerely,

Yolanda A. Cruz
President, MEF/AFSCME Local 101

LaVerne S. Washington
President, CEO/AFSCME Local 101

Cc. Charles Allen, Business Agent AFSCME Local 101
AFSCME Negotiations Team Members (CEO & MEF)